

2 December 1953

MEMORANDUM FOR: Assistant Director/National Estimates
Assistant Director/Scientific Intelligence
Assistant Director/Research & Reports
Assistant Director/Current Intelligence
Assistant Director/Collection & Dissemination
Assistant Director/Operations
Assistant Director/Communications
Comptroller
General Counsel
Chief of Logistics
Director of Security
Director of Training
Chief, OIS/RQM
Chief, Technical Support Staff

SUBJECT: Draft Revision of CIA Regulation 50-17
(Coordination of External Research)

REFERENCE: Memorandum from the Special Assistant to
the DD/A dated 14 April 1953, Subject:
"Working Level Collaboration in the Develop-
ment of Agency Regulation Issuances"

1. A draft revision of CIA Regulation 50-17 is attached,
incorporating suggestions previously made concerning external re-
search procedures.

2. Questions pertaining to the attachment may be referred
to [REDACTED] Extension 766.

25X1A9a 3. It would be appreciated if your comments on this draft
were received by Friday, 11 December 1953. Thereafter the regu-
lation would be submitted to the DD/I with a recommendation that
he request its issuance.

JAMES Q. REBER
Assistant Director
Intelligence Coordination

REGULATION

OPERATIONS

NO.

1953

COORDINATION OF EXTERNAL RESEARCH

Rescission: CIA Regulation 50-17, dated 22 September 1952

References: CIA Regulation 5-3, 10-9, 10-13, 10-16, 60-2,
110-5-3, 110-5-5

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1. GENERAL

- a. This Regulation ~~systematizes~~ practices for coordinating research conducted for the Agency by persons and organizations outside the Agency. It establishes responsibility for providing a clearing house for information about external research activities of CIA offices. This Regulation is intended to supplement existing direct liaison arrangements between the various offices of CIA and other Government agencies and external research organizations.
- b. For purposes of this Regulation the external research to be coordinated is research performed for CIA by other Government agencies on contract and by non-governmental institutions and

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Security Information

individuals with the exception of scientific and technical research and development originating in offices reporting to the Deputy Director (Plans) and in the Office of Communications.

2. POLICY

External research projects of CIA shall be coordinated within the Agency and with other Government agencies. An up-to-date central record of research projects shall be maintained for the mutual benefit of the several offices of the Agency and as an assurance against undesirable duplication of effort and unnecessary expense.

3. RESPONSIBILITIES

- a. Each office of CIA initiating a project involving external research as defined above shall be responsible for adhering to the procedures set forth below.
- b. The Office of Intelligence Coordination, as an agent of the Deputy Director (Intelligence), shall be responsible for:
 - (1) Assisting offices in defining and fulfilling the Agency's external research requirements;
 - (2) Providing information about other Government agencies' external research activities of possible interest to CIA offices;
 - (3) In cooperation with the [REDACTED]

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[REDACTED] the Office of Collection and Dissemination,

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Liaison Division, and with other Government agencies, such as the External Research Staff, Department of State, obtaining and making available information about individuals and organizations having potential capabilities of fulfilling specific Agency research requirements;

- (4) Assisting offices in securing approval of external research projects and in preparing and executing external research contracts;
- (5) Notifying other CIA offices of the development of projects in which they may become involved;
- (6) Maintaining a record of external research sponsored by CIA.

c. The Office of Collection and Dissemination, Liaison Division, shall be responsible for establishing contacts between CIA representatives and potential Government contractors. It shall also be responsible for the reproduction, dissemination and storage of final reports resulting from external research projects, as appropriate.

d. [REDACTED] shall be responsible for establishing contacts between CIA representatives and potential private contractors when Agency interest is to be revealed.

- e. The Security Office shall be responsible for effecting the necessary security clearances prior to the disclosure of classified information to outside contractors.
- f. The Comptroller, General Counsel, and Logistics Office shall be responsible in their respective fields for assisting Agency personnel in consummating agreements with contractors necessary to fulfill external research requirements.

4. PROCEDURES

- a. Initiation of an External Research Project: To initiate an external research project, an office will submit to the Office of Intelligence Coordination a memorandum or preliminary staff study describing the project and including the following information:
 - (1) Estimate of funds and time required to complete the project;
 - (2) Recommended contractor(s);
 - (3) Other known similar projects and other CIA units, Government agencies or private organizations that might have an interest in the proposal;
 - (4) Probable classification;
 - (5) Name of person(s) who will monitor the project.

- b. Preliminary Coordination: Unless otherwise requested, the Office of Intelligence Coordination will, on the basis of the above memorandum:

- (1) Ascertain if similar research has been or is being performed elsewhere;
- (2) Canvass the possible interests of other CIA offices in the proposed project to ascertain if their requirements can be taken into account through acceptable modification of the project;
- (3) Assist the sponsoring office, when requested, to obtain from the appropriate Deputy Director, when necessary, a preliminary determination of the propriety and desirability of the project;
- (4) Assist the sponsoring office, when requested, to obtain necessary security clearances from the Security Office;
- (5) Arrange exploratory meetings with potential private contractors through the [REDACTED]

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25X1A8a [REDACTED] or with potential Government contractors through the Office of Collection and Dissemination, Liaison Division.

c. Preparation of External Research Project for Approval:

Following preliminary coordination:

- (1) A project outline or staff study recommending approval of the project will be prepared by the sponsoring office with the assistance of the Office of Intelligence Coordination, as required, or, on request, by the Office of Intelligence Coordination;

(2) Recommended external research projects originating

in a DD/I office will be sent to the DD/I through OIC.

Copies of external research projects originating in other offices will be sent to OIC.

d. Preparation of Contract:

(1) After approval of a project for which a contract is required, the Office of Intelligence Coordination will coordinate actions incident to the drafting and signing of the contract with all CIA offices involved and the contractor. The Logistics Office will furnish copies of the final contract to the Office of Intelligence Coordination, and in the case of private contractors, to the

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(2) Every contract will provide that a progress report will be submitted by the contractor to the sponsoring office (through appropriate cutouts when necessary) at least every three months, and that a final written report will be submitted to the sponsoring office at the conclusion of the project.

e. Execution of the Contract:

(1) The Office of Intelligence Coordination will notify supporting offices, if any, of their obligations to assist in facilitating the execution of the contract.

- (2) The sponsoring office will forward a quarterly progress report on each project to the Office of Intelligence Coordination, and in the case of private contractors, to the [REDACTED] 25X1A8a The report will certify the satisfaction or dissatisfaction of the sponsoring office with the execution of the contract, and will include recommendations for modification of the contract when appropriate.
- (3) The sponsoring office will report the completion of an external research project to the Office of Intelligence Coordination and will forward the contractor's final report to the Office of Collection and Dissemination for reproduction.